

Chairman Williams called the Board meeting to order at 8:05 a.m. November 19, 2008 at the Red Lion Inn in Twin Falls, Idaho with the following Board members attending:

Jean McDevitt, Vice Chair, Pocatello  
Randal Rice, Moscow  
Ernest J. Lombard, Member, Eagle  
Latham Williams, Chair, Ketchum  
Steve Klatt, Member, Sagle  
Doug Hancey, Member, Rexburg

Also present during all or a portion of the meeting were the following individuals:

Robert L. Meinen, Director  
Dean Sangrey, Division Administrator, Operations  
Dave Ricks, Division Administrator, Management Services  
Jan Johns, Administrative Assistant to the Director  
Tamara Humiston, Financial Officer  
Jennifer Wernex, Communications Program Manager  
Steve Frost, Recreation Resources Bureau Chief  
Rick Brown, South Region Manager  
David White, North Region Manager  
Garth Taylor, East Region Manager  
Tammy Kolsky, Reservation Manager  
David Claycomb, State and Federal Aid Program Manager  
Kathy Muir, Grant Specialist  
Steve Strack, Attorney General, Natural Resources Division  
Rick Just, Comprehensive Planning Manager  
Maria Barratt, Division of Financial Management  
Stephen Goodson, Constituent Services Representative, Governor's Office  
Dave Landrum, 1000 Springs State Park Manager  
Connie Vaughn, Long Range Strategic Planning  
Betsy Johnson, Human Resource Officer  
Lorraine Mallet, South Region Administrative Assistant

## **Agenda**

### **Wednesday November 19, 2008**

**8:05 a.m. Call to Order**

**Welcome guests**

**Additions or deletions to the printed agenda**

**8:07 a.m. Approval of the Board Meeting minutes**

- **July 28-29, 2008**

**8:10 a.m. Approval of Consent Agenda**

**8:12 a.m. Reports**

- **Director**
- **Operations**
- **Region**
- **Recreation**
- **Management Services**
- **Marketing**
- **Human Resources**
- **Reservation**
- **Attorney General**
- **Board Members**

**11:10 a.m. Fees Associated with Grants**

12:25 p.m. Park Reports  
1:39 p.m. Review of Endowment Funds  
2:15 p.m. Development Report  
3:52 p.m. FY'09 1<sup>st</sup> Quarter Financial Report  
4:39 p.m. Online Registration Demo

#### Thursday, November 20, 2008

8:03 a.m. Reconvened  
8:04 a.m. Approval of November 13, 2008 Teleconference Minutes  
8:05 a.m. Executive Session  
8:54 a.m. Board Honorarium Review  
8:59 a.m. Business Plan Outline  
9:28 a.m. Trail of the Coeur d'Alenes Committee  
9:35 a.m. Review of Concession Agreement Compliance  
10:18 a.m. Ponderosa/Harriman Premium Nordic Ski Pass Pricing  
10:22 a.m. New Business  
11:48 a.m. Adjourn

**8:07 a.m. Approval of Minutes** Mr. Lombard moved to approve the Board minutes for the July 2008 Board meeting as amended. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

**8:10 a.m. Consent Agenda Items** Ms. McDevitt moved to approve the consent agenda items:

- Board Policy Change of the Ashton Tetonia Advisory Committee location in Board Policy from State Federal Assistance (SFA) to Operations (OPE)
- Alan Getty's Memorial at Land of the Yankee Fork Visitor's Center

Mr. Klatt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

#### **8:10 a.m. Reports**

The following reports were presented:

- Director
- Attorney General
- Region
- Programs
  - Operations
  - Recreation
  - Management Services
  - Human resources
  - Marketing

#### **11:00 a.m. Fees Associated with Grants**

Mr. Claycomb said that the city of Hayden and the Cascade Ranger District submitted requests to charge fees at Honeysuckle Beach and Campbell Creek and boat launches respectively, per IDAPA Rule 300.06 that allows for a nominal fee "*commensurate with costs of maintenance and upkeep of the facility or real property with the approval of the board*" to be charged with grant related projects.

As originally discussed at the January, 2008 IDPR Board meeting, Mr. Claycomb said the following criteria were communicated to the City of Hayden and Cascade Ranger District:

1. The fees generated must be utilized only in support of the associated grant project by ordinance or other official means
2. Public notice must be given with opportunity for public comment.
3. IDPR has the authority to audit the entity to ensure the fees *remain* commensurate with the rate of maintenance.
4. A complete fiscal accounting of why the fees are being proposed is required.

According to Mr. Claycomb, all of those conditions have been met by the City of Hayden. However, Cascade Ranger District was able to meet three of the four conditions, but was unable to completely assure IDPR that the funds generated will be used exclusively at Campbell Creek Boat Launch.

The current budget process the USFS is engaged in does not allow site specific accounting. As such, even though their *intent* is to put the money back to the site, they are unable to *guarantee* that will happen.

Discussion followed.

**11:38 a.m.** Mr. Klatt moved that the Board approve the City of Hayden's request to charge user fees for the Honeysuckle Beach boat ramp to assist the city to maintain repair and improve their marine facility as constructed with funds. Mr. Rice seconded the motion. Discussion followed. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

Mr. Keller and Jen Hunseik of the Boise National Forest asked that the Board approve user fees for the Campbell Creek Boat Launch

Discussion followed.

**12:10 p.m.** Mr. Rice moved that the Board accept the Cascade Ranger District's request to implement a \$5.00 boat launch fee at Campbell Creek Boat Launch, acknowledging the fact that the revenue generated will be accounted for separately within the Cascade Ranger District's accounting system. Motion seconded by Mr. Klatt. Mr. Klatt moved to amend the motion to incorporate criteria approved by the Board at the January 2008 Board meeting. Mr. Rice seconded the amendment. Mr. Klatt moved to add a second amendment that an annual account report will be provided by the Cascade Ranger District which will substitute for the IDPR's required audit. Mr. Rice seconded the additional amendment.

The Chair asked for further discussion. Hearing none, the Chair called for a vote on the second amendment. Hancey-nay, Lombard-nay, Williams-nay, McDevitt-nay, Klatt-aye, Rice-aye. Motion failed to pass.

The Chair asked for further discussion on the first amendment. Hearing none, the Chair called for a vote on the first amendment. Mr. Hancey-nay, Mr. Lombard-nay, Williams-nay, McDevitt-nay, Klatt-aye, Rice-aye. Motion failed to pass.

The Chair asked for further discussion on the un-amended motion. Hearing none, the Chair called for a vote on the un-amended motion. Mr. Hancey-nay, Mr. Lombard-nay, Williams-nay, McDevitt-nay, Klatt-aye, Rice-aye. Motion failed to pass.

#### **12:25 p.m. Regional Park Updates**

State Park Managers Trapper Richardson and John Frank gave presentations on Walcott State Park and Three Island State Park respectively. Venna Ward updated the Board on City of the Rocks National Reserve as well as Castle Rocks State Park.

Chairman Williams requested that at the next Board meeting, Bruneau Dunes State Park, Eagle Island State Park and Lucky Peak State Park update the Board on various issues and concerns as well as attendance and current revenue for the year.

#### **1:39 p.m. Review of Endowment Funds**

Mr. Larry Johnson and Chris Halverson of the Idaho Endowment Fund Investment Agency Board presented an update on the Ritter Island Endowment Fund. The key performance measures of the Fund were as follows:

Objective: Absolute return greater than 6.75% (gross)

Results: Inception to 10/31/08 -14.5%

Objective: Absolute return, after inflation, greater than 4% (gross)

Results: Inception to 10/31/08 -19.5%

Mr. Johnson concluded that the lack of fund earnings will reduce distributions to the minimums allowed in the Donation Agreement of \$30,000 this year and then 3% of the value of the fund thereafter until earnings recover (hopefully by 2012). Mr. Johnson said that the fund could weather the down turn trend of the economy and that the 50/50 mix is a good balance between low return, low risk bonds and equities that add value in the long run.

#### **2:30 p.m. Development Report**

Mr. Ricks presented the Board with the Development report that included a report from Mr. Just of the IDPR's Comprehensive Planning section which has begun the process to develop a park master plan for the Land of the Yankee Fork State Park. A draft plan will be brought to the May 2009 Board meeting with a final plan ready for approval at the August 2009 Board meeting. Mr. Ricks said that the Thousand Springs State Park Master Plan including Ritter Island Unit is being updated which will revise the 2006 master plan.

#### **3:52 p.m. FY '09 1<sup>st</sup> Quarter Financial Report**

Ms. Humiston presented the FY '09 1<sup>st</sup> Quarter Financial Report to the Board.

Discussion followed.

**4:36 p.m.** Mr. Klatt moved to accept the FY '09 1<sup>st</sup> Quarter Financial Report as presented. Mr. Lombard seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

#### **4:39 p.m. Registration Online Demo**

Mr. Jim Sup and Kevin Zauha gave a live demonstration of the new ATV online registration application created by IDPR staff and allowing its customers to register their equipment online rather than through the mail.

**5:05 p.m.** Meeting recessed

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**Thursday, November 20, 2008**

**8:03 a.m.** Meeting reconvened.

#### **8:04 a.m. Approval of the November 13<sup>th</sup>, 2008 Teleconference Board Meeting Minutes**

Mr. Klatt moved to approve the Board minutes for the July 2008 Board meeting as amended. Mr. Rice seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative with the exception of Mr. Lombard who abstained.

**8:05 a.m.** Ms. McDevitt moved to go into Executive Session in accordance with Idaho Code § 67-2345. Mr. Klatt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed

**8:52 a.m.** Ms. McDevitt moved to go out of Executive Session. Mr. Klatt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a roll call vote. Hancey-aye, Lombard-aye, Williams-aye, McDevitt-aye, Klatt-aye, Rice-aye. All votes were cast in the affirmative. Motion passed.

Chairman Williams said that no final actions or decisions were made while the Board was in Executive Session and the general tenor of the discussion that accord were consistent with the limitations with Idaho Code § 67-2345.

**8:54 a.m. Board Honorarium Review**

Director Meinen and the Board discussed the various honorariums regarding other agency's Boards and decided to table the discussion until a further date.

**8:59 a.m. Business Plan Outline**

Mr. Ricks discussed the Business Guide and Work Plan that was enclosed in the Board packet. The Board decided that the Ritter Island Unit would be used as a test case for the plan. Mr. Hancey is to be consulted as the plan is being created.

**9:25 a.m. Trail of the Coeur d' Alene's at Large Commission Member**

Mr. White asked that the Board nominate and appoint Mike Domy as IDPR's at-large member to serve on the Trail of the Coeur d'Alenes Commission for the next two (2) years.

**9:28 a.m.** Mr. Rice moved to appoint Mike Domy to be the IDPR member at-large for the Trail of the Coeur d'Alene's Commission, serving for two (2) years. Mr. Klatt seconded the motion. . The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

**9:35 a.m. Review Concession Agreement Compliance – Annual Renewal of Tamarack Resort Small Concession Agreement**

Mr. Sangrey said that this was the fifth year of small concession permitted operations at Lake Cascade for Tamarack Resort LLC and he asked that the Board approve another one-year small concession permit for Tamarack Resort to provide scenic lake tours, watercraft rentals and packaged food sales at their yurt facility at Poison Creek Campground at Lake Cascade State Park.

Discussion followed.

**10:15 a.m.** Mr. Rice moved to approve a small concession permit for Tamarack Resort LLC at Poison Creek Campground at Lake Cascade State Park. This small concession permit will operate at the 2008 current rate. Mr. Klatt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

**10:18 a.m. Ponderosa/Harriman Premium Nordic Ski Pass Pricing**

Mr. Sangrey said that both Ponderosa and Harriman State Parks had experienced high use in their respective Premium Nordic Ski programs. At this time, the Nordic pass at these parks cost \$25.00 for an annual family Premium Nordic Ski Pass. Staff is requesting that the pass be raised from \$25.00 to \$35.00 effective for the 2008-2009 ski seasons and still staying within the IDAPA fee rate.

**10:22 a.m.** Ms. McDevitt so moved. Mr. Lombard seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed

**10:22 a.m. New Business**

Chairman Williams asked that the following items be discussed:

- 2010 Budget Amendment for Ritter Island and the Trails of the Coeur d'Alenes Funds
- Implications of IDAPA Rule 600- Personal Safety Firearms
- Review of Board tour of the Thousands Springs Unit
- Future Dates for Board Meetings

**10:28 a.m.****Amended Budget Request**

Mr. Klatt moved to direct staff to develop decision units to be included in the SFY 2010 Budget request reflecting by expense category 0.496, the needs for maintaining the Trail of the Coeur d'Alenes not to exceed \$120,000 per year and \$30,000 of the Ritter Island fund balance be included in this request for operations and building maintenance needs. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

**Amendment to IDAPA Rule 600**

Chairman Williams discussed pursuing an amendment to IDAPA Rule 600 giving IDPR authority to regulating the discharge of firearms within state park property.

Discussion followed.

**Review of Thousand Springs Board Tour**

Mr. Klatt shared his concern for the conditions of the buildings at Ritter Island. Discussion followed. Chairman Williams asked if there is a point that the buildings (in gifted land to IDPR) are going to cost so much to maintain and repair, that is the gift worth accepting. Discussion followed. Mr. Rice said that he was concerned about how difficult it is to manage so many units when their location is so far apart. Discussion followed.

**Upcoming Board Meetings**

- January 27-29<sup>th</sup>, 2009
- May 12-14<sup>th</sup>, 2009
- Summer and fall meetings TBA

**11:48 a.m.** Mr. Klatt moved to adjourn. Mr. Lombard seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed

**11:48 a.m.** Meeting adjourned.

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Latham Williams, Chairman  
Idaho Park and Recreation Board

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Robert L. Meinen, Director  
Ex-Officio Member of the Board